

# Clarke County

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## **PLANNING COMMISSION SITE PLAN COMMITTEE MEETING MINUTES THURSDAY, APRIL 23, 2015**



A site plan committee meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Thursday, April 23, 2015.

### **ATTENDANCE**

Robina Bouffault, Anne Caldwell, and Frank Lee

**Absent:** Cliff Nelson

**Staff Present:** Ryan Fincham, Senior Planner/Zoning Admin; and Brandon Stidham, Planning Director

**Others Present:** None

### **CALLED TO ORDER**

Staff called the meeting to order at 10:31AM.

### **Approval of Agenda**

The Committee voted to approve the Agenda as presented.

**Yes:** Bouffault (moved), Caldwell, Lee (seconded)

**No:** No one

**Absent:** Nelson

### **Old Business Items**

None

### **New Business Items**

Mr. Fincham presented the proposed site plan amendment submitted by Alain Borel for L'Auberge Provençale to add a bar/lounge area.

Following a discussion of the proposal, the following was the consensus of the members:

- 1) All septic systems and wells on the property must be shown on the site plan, and indicate what portions of the establishment are served by each system and water supply. If existing wells are present and not used, that should be noted on the site plan also.
- 2) Please indicate if additional restrooms are proposed in the construction.

- 3) The health department has indicated that Phase 1 was contingent upon the conventional septic system being converted into an alternative system (as shown on the site plan); therefore add a signature block for the Health Department on the site plan.
- 4) The site plan notes that only "building mounted lights at the kitchen entrance" will be added therefore show the compliance with the Lighting Ordinance (full cut off specification).
- 5) Please contact agent/applicant and verify that they will comply with the health department request for written assurance of no sewage flow increases, and VDOT's request for entrance improvements.

Mr. Fincham indicated that he would contact the engineer with the proposed revisions.

**Other Business**

Mr. Fincham briefed the committee concerning an upcoming site plan amendment for the Millwood Water Tower from the Clarke County Sanitary Authority. A brief discussion about the proposal followed. Mr. Fincham noted that an Administrative site plan amendment from T-Mobile was just submitted for review.

Mr. Stidham noted that Verizon had contacted him regarding the monopole regulations.

Members agreed to meet again between the May and June Planning Commission meetings.

There being no further business to come before the Committee, the meeting was adjourned at 11:05AM.



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Ryan Fincham, Clerk